



Car Wash

Enterprises Inc.®

Brown Bear Car Wash® The Bubble Machine® Hungry Bear Market™

Corporate Headquarters
3977 Leary Way NW
Seattle, WA 98107

1-888-700-8077
local: 206-274-2600
fax: 206-783-1331

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www.brownbearcarwash.com

February 18, 2026

To: All Convenience Store Employees

From: Management

Subject: Purchase and Consumption of Store Merchandise

Team members must keep a paid receipt for all merchandise purchased and consumed during their shift. A copy of the receipt needs to be kept with the team member's name on it and filed with the shift paperwork. The item(s) must be purchased BEFORE consumed.

Team members do NOT have to pay for drip coffee and fountain drinks consumed while on shift. Cappuccino machine drinks are not considered coffee and are not free to team members. Team members must use a courtesy cup or a personal cup or mug and are not to use customer cups unless purchased.

Team members are NOT allowed to ring up personal sales with cash or get cash back. Cashiers must have a second team member ring up items for personal consumption. If the cashier is working alone with no other team member available, then the cashier needs to pay using a debit or credit card and cannot use the cash back feature.

For full transparency, team members must conduct personal purchases in plain view of the cameras. If a team member is found consuming or possessing items that were not purchased, it will be considered theft and dealt with accordingly.